

Position Title:	Senior Assistant Attorney General, CEA, Indian and Gaming Law Unit, Division of Public Rights
Department:	DEPARTMENT OF JUSTICE
Final Filing Date:	Thursday, April 1, 2010
Bulletin ID:	03172010_4

The Above-Named Examination Bulletin is Amended as Follows:

****Correction: Examination is being administered for the Department of Justice, Indian and Gaming Law Section, Division of Public Rights ****



DEPARTMENT OF JUSTICE CAREER EXECUTIVE ASSIGNMENT EXAMINATION ANNOUNCEMENT

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, medical condition or pregnancy. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

DEPARTMENT:	DEPARTMENT OF JUSTICE	RELEASE DATE:	Thursday, March 18, 2010
POSITION TITLE:	Senior Assistant Attorney General, CEA, Indian and Gaming Law Unit, Division of Public Rights	FINAL FILING DATE:	Thursday, April 1, 2010
CEA LEVEL:	SENIOR ASSISTANT ATTORNEY GENERAL, C.E.A. (5739)	EXTENDED FINAL FILING DATE:	
SALARY RANGE:	\$10,275.00 - \$11,556.00 / Month	BULLETIN ID:	03172010_4

POSITION DESCRIPTION

Under the direction of the Attorney General, the Chief Deputy Attorney General, or the Chief Assistant Attorney General, to plan, direct and organize the Indian and Gaming Law Unit within the Division of Public Rights. When requested by the Chief Assistant Attorney General, report directly to the Attorney General on the status of issues pertaining to Indian and Gaming litigation. On a statewide basis, oversee all state and federal Indian and Gaming litigation by the Attorney General's Office; direct the deputies litigating Indian and Gaming cases; assist the development of regulations for the Division of Gambling Control; assist the development of state policy on issues relating to the regulation and enforcement of the gaming industry within California; review proposed legislation dealing with Indian and Gaming issues; handle cases as necessary involving critical policy issues or development; act as liaison between Attorney General/Governor and representatives of Indian tribes in the development of tribal-state compacts; act as liaison between Attorney General/Governor and representatives from other Attorneys Generals Offices on Indian gaming issues; act as liaison between Attorney General/Governor and representatives from the federal government on Indian Gaming issues.

MINIMUM QUALIFICATIONS

Membership in The State Bar of California. (Applicants must have active membership in The State Bar before they will be eligible for appointment.) and Ten years of experience performing legal duties, four years of which must been at a level of responsibility equivalent to Deputy Attorney General III. The four years of experience at the Deputy Attorney General III level must be obtained in California state service. Applicants who have completed nine and one-half years of the required total legal experience and three and one-half years of the required experience comparable to the Deputy Attorney General III level may be admitted into the examination but must complete the required 10 years' total legal experience and the four years of experience at the Deputy Attorney General III level before they will be eligible for appointment.)

Experience in the "practice of law" or "performing legal duties" or "legal experience" is defined as only that legal experience acquired after admission to The Bar.

KNOWLEDGE AND ABILITIES

Knowledge of: Scope and character of California statutory law and provisions of the California Constitution; statutes and constitutional provisions governing the organization, duties, powers, and conduct of the work of the Attorney General's Office and the Department of Justice; principles of administrative and constitutional law; rules of evidence and conduct of proceedings in trial and appellate courts in California and the United States and before administrative bodies; organization, functions, and processes of the legislative branch; the State's criminal justice system; legal research methods; methods and problems involved in administering the work of a governmental law office; training principles and techniques in the production of motion pictures, television programs and other training materials; principles of supervision and personnel management; Department's equal employment opportunity Program objectives; a manager's role in the equal employment opportunity Program and the processes available to meet equal employment opportunity objectives.

Ability to: Perform and direct legal and programmatic research; plan and direct the activities of a staff of lawyers and other technical personnel; coordinate with other sections of the Department and with local jurisdictions; address an audience effectively; analyze difficult and complex legal problems; and apply legal principles and precedents to particular sets of facts; present statements of fact, law and argument clearly and logically in written and oral form; give advice and assistance as a consultant in a particular field of law; analyze and draft proposed legislative measures; handle difficult legal correspondence; establish and maintain effective communications between legislators, legislative staff members, legislative committees, the Legislative Analyst, professional law enforcement organizations, and other local, State and Federal agencies, and the Department of Justice; win the confidence and respect of members of the legal profession, local law enforcement and criminal justice personnel, and other persons contacted in the course of work; effectively contribute to the Department's equal employment opportunity objectives.

DESIRABLE QUALIFICATION(S)

1. Ability to analyze complex legal problems and apply legal principles and precedents; prepare and direct the legal work of the Indian and Gaming Law Section before the courts or in administrative proceedings. 2. Knowledge of state and federal Indian and gaming laws; experience in litigation and in the development and formulation of legal policies and procedures. 3. Ability to provide effective assistance and advice to the Attorney General, the Chief Deputy Attorney General, the Chief Assistant Attorney General of the Division of Public Rights, subordinates and clients on litigation and policy matters relating to Indian and gaming law. 4. Ability to lead, manage and supervise a legal section comprised of lawyers and other professionals. 5. Knowledge of the management policies and practices of the Attorney General's Office.

EXAMINATION INFORMATION

A minimum rating of 70% must be attained to obtain list eligibility. Hiring interviews may be conducted with the most qualified candidates. All candidates will receive written notification of their examination results. The result of this examination will be used only to fill the position of **Senior Assistant Attorney General, CEA, Indian and Gaming Law Unit, Division of Public Rights**, with the **DEPARTMENT OF JUSTICE**. Applications will be retained for twelve months.

The Results of this examination will be used only to fill this position.

FILING INSTRUCTIONS

Interested applicants must submit:

- A completed Standard State Application (Form 678).
- A "Statement of Qualifications". The Statement is a narrative discussion of how the candidate's education, training, experience, and skills meet the minimum and desirable qualifications and qualify them for the position. The Statement of Qualifications serves as a documentation of each candidate's ability to present information clearly and concisely in writing and should be typed and no more than two pages in length.
- Resumes do not take the place of the Statement of Qualifications.

Applications must be submitted by the final filing date to:

DEPARTMENT OF JUSTICE, Personnel Programs/Testing and Selection Unit
P.O. Box 944255, Sacramento, CA 94244-2550
Sandra Barela-Garcia | (916) 322-6963 | sandra.garcia@doj.ca.gov

ADDITIONAL INFORMATION

Questions regarding this exam should be directed to Don Hayashida at (916) 324-5043.

SPECIAL TESTING

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Examination Application." You will be contacted to make specific arrangements.

GENERAL INFORMATION

If you meet the requirements stated in this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of others who take this test, and all candidates who pass will be ranked according to their scores.

The DEPARTMENT OF JUSTICE reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others.

Class specs: <http://www.dpa.ca.gov/textdocs/specs/s5/s5739.txt>